



# Fleetwood Town Council

Onward to a Better Future

## **Minutes of the AGM. Held on 28th May 2024 at 7.00 pm at the North Euston Hotel Fleetwood**

### Minutes

<b>4075</b>	<b>Opening of the meeting – Chairman</b>  Present: Chairman Cllr Cheryl Raynor, Cllrs M Blair, R Raynor, C Smith, H Swatton, K Nicholson, J Kuruvakadua and J Martin. Also present were Clerk, I Tonge and Assistant Clerk (Minutes) S Munro.  The Chairman opened the meeting and welcomed all to this year’s AGM.
<b>4076</b>	<b>To elect a Chairman of the Council – Presided over by Cllr C Smith</b>  Chairman C Raynor, advised the meeting, that she would be running again for office, and would leave the room for this section. Cllr C Smith asked if there were any other nominations for Chair; no other nominations were received.  Councillor Cheryl Raynor was voted in unanimously again.
<b>4077</b>	<b>To receive the Chairman’s Declaration of Acceptance of Office</b>  Chairman Councillor Cheryl Raynor, read and accepted the declaration of acceptance for the office. Signed and noter; counter signed by the Clerk.
<b>4078</b>	<b>To elect a Vice-Chairman of the Council – <i>Chairman</i></b>  The current Vice Chairman had indicated that they wanted to stand again, however as they were not in attendance at the meeting, the constitution states, that for any self-nomination to be made, the individual must be in attendance.  The meeting noted that Cllr M Belshaw, would therefore not be able to stand for re-election.  Two candidates nominated themselves (M Blair and R Raynor), and a secret ballot was taken, which the Clerk, acting as teller, counted the votes. The count was verified and confirmed by the Assistant Clerk.

	Councillor Maureen Blair was duly elected to the role of Vice Chairperson.
<b>4079</b>	<p><b>To receive the Vice-Chairman’s Declaration of Acceptance of Office</b></p> <p>Cllr Blair read and accepted the declaration of acceptance for the office. Signed and noted; countersigned by the Clerk.</p>
<b>4080</b>	<p><b>To accept apologies for absence – <i>Chairman</i></b></p> <p><i>Apologies; Cllrs Belshaw, Beavers, Stephenson, Moliner and Craig</i></p> <p>To note those not in attendance – n/a</p>
<b>4081</b>	<p><b>To record Disclosable Pecuniary Interests from members (including their spouses, civil partners, or partners) in any item to be discussed. Councillors MUST NOT make representations or vote on the matter therein – <i>Chairman</i></b></p> <p>Noted. None declared</p>
<b>4082</b>	<p><b>To record other (personal or prejudicial) interests from members in any items to be discussed. Councillors should state if they need to bar themselves from discussion and voting on any related matters – <i>Chairman</i></b></p> <p>Noted. None declared</p>
<b>4083</b>	<p><b>To accept the minutes of the meeting on April 30<sup>th</sup>, 2024 (enclosed in pack)</b></p> <p>The minutes were accepted by those that were present at that meeting.</p> <p>Approved by Cllr H Swatton Seconded by Cllr J Kuruvakadua</p>
<b>4084</b>	<p><b>To accept the minutes of the EOM on May 20<sup>th</sup>, 2024 (enclosed in pack)</b></p> <p>The minutes were accepted by those that were present at the meeting.</p> <p>Approved by Cllr R Raynor Seconded by Cllr M Blair</p>
<b>4085</b>	<p><b>To note there will only be one period of public participation which will be after item 4089</b></p> <p>Noted.</p>
<b>4086</b>	<p>To appoint representatives to outside bodies – Chairman</p> <ul style="list-style-type: none"> <li>a) Wyre Area Committee x1 (Currently Cllr C Raynor) – <a href="#">2024 representatives</a>; Cllr J Kuruvakadua, Clerk Irene Tonge, and Assistant Clerk Shirleyanne Munro</li> <li>b) Planning Ambassador x1 (Currently Cllr Nicholson) – <a href="#">2024 representative</a>; Cllr Nicholson</li> <li>c) Rotary Fireworks Committee x 1 (Currently Cllr Blair, C Raynor and Belshaw) - <a href="#">Removed</a></li> </ul>

	<p>d) Fleetwood Back on Track x1 (Currently Cllr C Raynor, Belshaw and Beavers) – <a href="#">Remains as is.</a></p> <p>e) Shop Watch Representatives x2 (Currently Cllrs C Raynor and Belshaw) – <a href="#">Remains as is.</a></p> <p>f) Healthier Fleetwood Trustee x1 (Currently CEDO and Cllr C Raynor) – <a href="#">Remains as is</a></p> <p>g) Fleetwood Museum x 1 (Currently Cllr Blair) – <a href="#">Remains as is</a></p> <p>h) Disability Champion x1 (Currently Cllr Craig) – <a href="#">Remains as is</a></p> <p>i) <a href="#">Armed Forces Champion x1 (Cllrs Beavers and Kuruvakadua)</a> – 2024 Representative will by Cllr J Kuruvakadua and Cllr Beavers as deputy.</p>
<b>4087</b>	<p>To appoint representatives to Fleetwood Town Council Committees and Sub Committees – Chairman</p> <p>a) Festive Lights Committee x12 (Currently Cllrs Smith (Chairman), Raynor, Belshaw, Nicholson, R Raynor, J Kuruvakadua, Craig, Julie Dalton (Secretary), CEDO (Lauren Harrison), Clerk (Irene Tonge) Assistant Clerk (Shirleyanne Munro), MoP (Dawn McCord) – 2024 Representatives; <a href="#">Cllr Beavers has stepped down, Cllr Swatton is not on Festive Lights</a></p> <p>b) FIB Committee x 3 (Currently Cllrs Raynor (Chairman), Martin, Swatton, Belshaw, and CEDO - <a href="#">2024 Representatives</a> Cllr Nicholson and Cllr Kuruvakadua have joined.</p> <p>c) Allotments x5 (Currently (Chairman), Cllrs C Raynor, Belshaw, Swatton, R Raynor and CEDO (Lauren Harrison). <b>ACTION:</b> Set and diarise, the next four committee meetings.</p>
<b>4088</b>	<p>To appoint representatives to Fleetwood Town Council working parties (WP) and to consider and approve if any should be changed to become a committee. It should be noted that the Clerk (and / or Assistant Clerk) should attend all meetings of WPs – Chairman</p> <p>a) Employment Working Party x5 (Currently, Cllrs Smith, Belshaw, C Raynor, and Craig)</p> <p>b) Media Working Party x 5 (Currently Cllrs Belshaw, C Raynor, R Raynor, Nicholson and Blair)</p> <p>c) Precept Working Party x6 (Cllrs Belshaw, Smith, Kuruvakadua, C Raynor, Nicholson, Blair, and R Raynor)</p> <p>d) Grievance Panel x4 (Cllrs C Raynor, R Raynor, Smith and Swatton)</p> <p>e) Grievance Appeal Panel x4 (Cllrs Beavers, Belshaw, Martin and Nicholson)</p>
<b>4089</b>	<p>To appoint a minimum of three signatories to the Council’s bank accounts for payment purposes. Signatories will be required to provide photo ID and proof of address to be recorded as a mandated signatory on the accounts; currently in addition to the Clerk is Cllrs Raynor and Belshaw – <i>It is recommended that one of these signatories is the Chairman</i></p> <p>It was approved that newly elected Vice-Chairman Cllr M Blair, would become a signatory. <b>Update:</b> No changes are needed. Everything remains as is.</p>
<b>4090</b>	<b>To adjourn the meeting for a period (1) of public participation.</b>

	<p>Please note that the Council cannot make any decision on any matter raised which has not already been included on the formal agenda; such items may be considered for future meetings – <i>Chairman</i></p> <ul style="list-style-type: none"> <li>• <b>MoP</b> – Previously discussed the possibility of a Kirkham Banking Hub which would help the residents of Fleetwood. <b>Action:</b> I. Tonge / S Munro to investigate and update – Carried forward to meeting in July.</li> <li>• <b>MoP</b> - Boston Hotel – To remain as a hotel however, a lot of internal structural and cosmetic work is needing done. Hoping to open restaurant also. <b>Noted</b></li> <li>• <b>MoP</b> – In reference to point 4094, is there a need for a skip to be sourced, as they are extremely expensive. Supervisor of Community Pay Back Team has been telling tenants to place all their rubbish at the turning point. <i>I Tonge (Clerk)</i> said that the new Lengthsman had indicated that a skip would be easier placed at the top of the allotments for all rubbish to be placed / removed. Continuing, I.T. said that even though we have the van now, we cannot use that to remove rubbish. Cllr R Raynor said, even if the van could be used, you would still have to pay per van load, if you were to take it to the dump. It was agreed to source three quotes and update at next meeting.</li> <li>• <b>MoP</b> – Is the Council aware of any plans for the radar station? Chairman Cllr C Raynor replied that the scaffolding has gone up to make the station safe but wasn't sure of any plans as such; however, as a member of the Wyre Planning Committee (next meeting June 5<sup>th</sup>), she would check and advise. <b>Update:</b> No planning application has been submitted. Planning Enforcement are keeping an eye on the building as it is a listed building.</li> </ul>
4091	<p><b>To reconvene the meeting – <i>Chairman</i></b></p> <p>Noted</p>
4092	<p><b>To note and approve the updated Model Financial Regulations, which were updated in April 2024 (enclosed in pack) – <i>Chairman</i></b></p> <p>Noted.</p> <p>Approved by Cllr R Raynor Seconded by Cllr H Swatton</p>
4093	<p><b>Wyre Area Committee (enclosed in pack) – To note and appoint one other representative to join the Clerk and Assistant Clerk</b></p> <p>Cllr J Kuruvakadua put himself forward to join.</p> <p>It was noted that a Cllr is required to join this committee as they carry voting rights, whereas the Clerks do not.</p>
4094	<p><b>To approve the hire of a skip to be used to clear the Allotments of rubbish and debris – <i>Chairman</i></b></p>

	<p>As per discussion at public participation, it was agreed and approved to source 3 quotes for skip hire and update at next meeting.</p> <p>Approved by Cllr C Smith Seconded by Cllr M Blair</p>
<p><b>4095</b></p>	<p><b>Grants (enclosed in pack) – Chairman</b></p> <ul style="list-style-type: none"> <li>• Community Asset Grant – Chairman, Cllr C Raynor informed the meeting, that an approach was made to FTC about the possibility of buying the Senior Citizens Hall at Warrenhurst. The deeds indicate if the building is to be sold it should remain in the community. If FTC were to go ahead with this, monies would be made from the sale of the office at Poulton Road (which was initially only meant to be temporary to begin with), along with applying for external funding.</li> <li>• Continuing Chairman Cllr C Raynor said it would be great for the Council to have more of a community presence, as the location is brilliant; it is situated at tram / bus stops. The size of the building is great, we would be able to host events, meetings and let out the hall to the public.</li> <li>• Once the legalities are understood around the hall, FTC would be in a better position of knowledge. The consensus was that it would be a good move for the Council and residents of Fleetwood. CEDO will assist and undertake the bid writing to apply for funding. Cllr Nicholson offered to help if needed</li> <li>• Lancashire Community Orchard Grant – Cllrs J Martin and H Swatton informed the meeting, that this grant would be ideal for Fleetwood in Bloom and their plan, which would see up to 14 fruit trees being planted throughout the town. Cllr Martin has already met with an organisation called ‘The Hedges’ who will have apple trees ready in November. The meeting agreed that this would be a great idea.</li> <li>• <b>Action:</b> Cllrs Martin and Nicholson to start the funding application at next Fleetwood in Bloom meeting</li> </ul>
<p><b>4096</b></p>	<p><b>Accounts (For consideration and noting) – Chairman / Clerk</b></p> <ul style="list-style-type: none"> <li>• including invoices from Huws Gray for materials to allow work to be carried out at back of Council Office (enclosed in pack)</li> <li>• Including payment to Fleetwood Museum (£66K)</li> <li>• To approve the salary costs for May of £7009.92 (see also item 4098)</li> </ul>
<p><b>4097</b></p>	<p><b>SLCC Membership; For consideration and approval (enclosed in pack) – Clerk</b></p> <p>This will allow the Assistant Clerk to commence her Clerk training. Costs were noted (£183 per year plus £12 joining fee) and approved by all</p>

4098	<p><b>To note the change of Staff Salary Date to 25<sup>th</sup> of every month – Clerk</b></p> <p>The Clerk explained that it was tight to get the payroll information to the meeting due to date of meeting and previous payroll date, bringing it forward by one week will help with reporting information.</p> <p>Noted and approved</p>
4099	<p><b>To update meeting on proposed Planning Applications (enclosed in pack) – Chairman</b></p> <p>Noted and approved</p>
4100	<p><b>To update meeting regarding the transfer of Beach Chalet 14 – Chairman</b></p> <p>Chairman Cllr C Raynor advised that FTC were still hopeful in taking ownership of the above chalet, however, the current owner has an ongoing issue (due to confidentiality, this could not be discussed) with Wyre however, FTC remain optimistic that it will still go ahead.</p> <p>It was noted that there also was a slight issue regarding the ‘letting out’ of the chalet, as Wyre Council would class this as sub-letting. It was discussed that it could be possible to take a ‘small holding deposit’ which would be returned if the chalet was left in the condition, it was let-out in.</p> <p><b>Action:</b> Chairman Cllr C Raynor to update at next meeting</p> <p><b>UPDATE:</b> Chairman Cllr C Raynor is meeting with N Turvey, Wyre Council on 22<sup>nd</sup> July regarding the chalet</p>
4101	<p><b>To receive items for information and items for inclusion in the next agenda subject to full information being available. Members are reminded that no discussion or decision may be taken – Chairman</b></p> <ul style="list-style-type: none"> <li>• Business Cards</li> <li>• Scribe Accounting Package for Allotments</li> <li>• Review of Policy and Procedures</li> <li>• Skip Hire for Allotments (3 Quotes)</li> </ul>
4102	<p><b>The next meeting will be on Tuesday 25<sup>th</sup> June at the North Euston Hotel at 7pm</b></p> <p>Apologies for this meeting were received for Cllr C Smith and K Nicholson</p> <p>Chairman Cllr C Raynor thanked everyone for attending.</p> <p>Meeting closed 20:15pm</p>